PROFESSIONAL DEVELOPMENT TRAINING

Generative Artificial Intelligence (AI) for HR Practitioners

09 884 0762

REQUEST QUOTE

0.5 DAY COURSE

Generative Artificial Intelligence for HR Practitioners is a focused 3-hour workshop designed for Human Resources professionals ready to explore how AI can support and streamline their work.

This practical, hands-on course introduces the fundamentals of Generative AI and shows how tools like ChatGPT can assist with key HR functions - from responding to employee issues to navigating enterprise agreements. Through a guided case study, you'll see how AI can help interpret complex information, generate response options, and even reference relevant legislation or EBAs.

Whether you're new to AI or looking to apply it more effectively in your HR role, this course offers a practical and supported environment to build your skills and confidence.

****Please note, these classes run to a very tight schedule, please follow the invitation and join the class 10-minutes prior to commencement so you are ready to participate and don't miss a minute!**

What You'll Gain:

Artificial Intelligence is reshaping the future of work and HR is no exception. With increasing pressure on HR teams to be responsive, strategic, and efficient, Generative AI offers an opportunity to enhance the way HR professionals communicate, make decisions, and manage employee concerns.

This course was created specifically for HR practitioners who want to understand AI in a practical way not as a replacement for human judgement, but as a powerful support tool.

By the end of this session, you'll see firsthand how Generative AI can help you do more with less stress and greater impact.

Outcomes

After Completing this course you will know how to:

- Access and navigate Generative AI tools relevant to HR eg. ChatGPT
- Write effective prompts tailored for HR tasks

- Apply AI in realistic HR scenarios, including handling employee complaints
- Evalute the appropriateness of AI generated content in sensitive and complex situations
- Build confidence in experimenting with AI to accelerate HR output and decision making

Modules

Lesson 1: What is Generative Artificial Intelligence and Why it matters in HR?

- Understanding Definitions and Terminology
- Difference Between AI and Generative AI
- How does Gen AI work?
- Popular Generative AI agents
- Activity - Getting started with AI agents

Lesson 2: Effective Prompt Engineering in the Human Resources Context

- Structure of prompts
- Types of prompts
- Good prompts
- Activity - HR specific demonstration activity
- Pros and Cons of AI
- Biases

Lesson 3: Managing a Human Resource Issue: Case Study

- Upload a complaint letter
- Draft a response
- Initiate an investigation
- Upload legal response
- Draft legal response

Lesson 4: Generative Artificial Intelligence in the HR Workplace

- Acceleration
- Decision Making
- Final Activity - Work your own HR problem

Talk to our expert team

Phone: 09 884 0762

Email: enquiries@pdtraining.co.nz